

U.S. Department of Transportation

The Coast Guard Reservist

1981 Special Issue



Reserve Pay for FY82

Pay-grade	Years of Service													
	Under 2	2	3	4	6	8	10	12	14	16	18	20	22	26
O-8	120.59	124.20	127.15	127.15	127.15	136.63	136.63	139.20 (pay cap)						
O-7	100.2	107.02	107.02	107.02	111.81	111.81	118.30	118.30	124.20	136.63	139.20 (pay cap)			
O-6	74.27	81.61	86.94	86.94	86.94	86.94	86.94	86.94	89.89	104.12	109.44	111.81	118.30	128.30
O-5	50.40	69.76	74.57	74.57	74.57	74.57	76.84	80.96	86.38	92.85	98.18	101.14	104.68	
O-4	50.07	60.96	65.04	65.04	66.23	69.17	73.88	78.04	81.61	85.18	87.54			
O-3	46.53	52.02	55.61	61.53	64.47	66.80	70.39	73.88	75.70					
O-2	40.57	44.31	53.23	55.02	56.17									
O-1	35.22	36.66	44.31											
O-3E	-	-	-	61.53	64.47	66.80	70.39	73.88	76.84					
O-2E	-	-	-	55.02	56.17	57.95	60.96	63.30	65.04					
O-1E	-	-	-	44.31	47.33	49.08	50.85	52.62	55.02					
W-4	47.40	50.85	50.85	52.02	54.38	56.78	59.16	63.30	66.23	68.57	70.39	72.68	75.12	80.96
W-3	43.09	46.74	46.74	47.33	47.89	51.39	54.38	56.17	57.95	59.69	61.53	63.91	66.23	68.57
W-2	37.74	40.82	40.82	42.01	44.31	46.74	48.50	50.28	52.02	53.84	55.61	57.37	59.69	
W-1	31.44	36.05	36.05	39.06	40.82	42.58	44.31	46.14	47.89	49.65	51.39	53.23		
E-9	-	-	-	-	-	-	55.13	56.38	57.66	58.99	60.30	61.47	64.71	71.00
E-8	-	-	-	-	-	46.25	47.55	48.81	50.09	51.40	52.59	53.88	57.05	63.41
E-7	32.29	34.85	36.15	37.41	38.69	39.91	41.20	42.47	44.39	45.65	46.94	47.55	50.74	57.05
E-6	27.77	30.28	31.55	32.88	34.10	35.35	36.64	38.53	39.74	41.02	41.64			
E-5	24.38	26.54	27.82	29.03	30.93	32.19	33.48	34.71	35.35					
E-4	22.64	24.01	25.41	27.39	28.48									
E-3	21.42	22.59	23.50	24.43										
E-2	20.61													
E-1	18.38													

This chart shows the new rate for each single drill performed by reservists, reflecting the pay raise that went into effect 1 October 1981. To calculate monthly payments, multiply the amount shown for the appropriate grade and length of service by the number of four-hour drills performed.



"December 10, standard salutation, comma, new paragraph, blah blah; The Coast Guard is endeavoring to dispense all new uniforms to Reservists at breakneck speed. We are aware that 8 months have passed since your enlistment date, etcetera, etcetera, sincerely, standard close ..."

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On the cover -- In 1945, everyone had to do his part in the war effort. Pete the Pooch was no exception. Pete handled many vessels in his wartime life, such as this 83-foot cutter about to be tied up. Pete would jump in the water after the line, bring it ashore and make the vessel fast. Photo by Bob Dixon.

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This material is printed as information only and is not authority for action.

Members of the Coast Guard Reserve are invited to submit articles, photographs and artwork to the editor for possible publication. By-lines will be given.

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CG-288

Officer Selection boards and how they work

by LT Janice Gray, USCGR

Annually, starting with the Enlisted to Warrant Officer Selection, Warrant Officer Promotion and and Lieutenant (Junior Grade) Promotion Boards, (3-7 August in 1981), the Commandant convenes boards to recommend inactive duty Reserve officers for promotion. See next page for the board schedule and member selection grid for Promotion Year 1982.

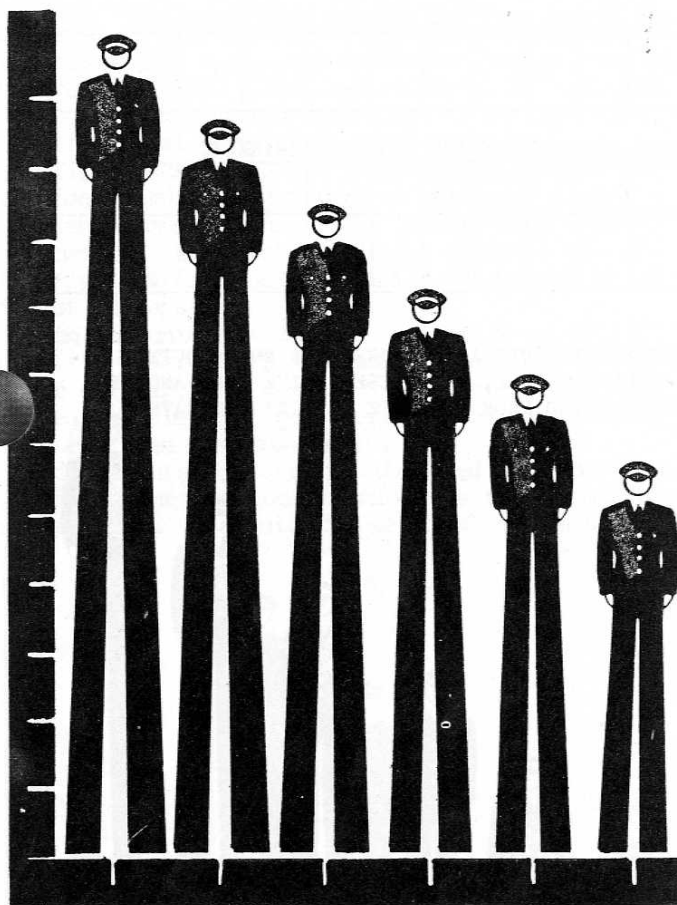
Chapter 21, Title 14, USC, contains the laws applicable to the retention, selection and promotion of these officers on a best-qualified basis for lieutenant and above and on a fully-qualified basis for warrant officer and lieutenant (junior grade).

The zone is announced by ALDIST approximately 60 days prior to the convening of the board. This makes for a tight schedule, necessitated by the fact that the Inactive Duty Reserve Officer Promotion System is tied to the Active Duty Officer Promotion System. As soon as the active duty promotion zone is announced, Commandant (G-RA) can announce the Reserve zone.

All officers in an active status in and above the zone are considered for promotion. The districts (r) notify each reservist in the promotion zone of his or her eligibility as soon as the ALDIST is received. This is generally done by certified mail, and includes the steps to be taken by the reservist to ensure adequate consideration by the board, along with a resume form, if needed.

Personnel resume forms are required for all selection boards to lieutenant and above. There is a new trial resume form in use this year. Any comments on its format should be forwarded to Commandant (G-RA-3) for inclusion in future forms. COMDTINST 1401.4C shows the new resume form.

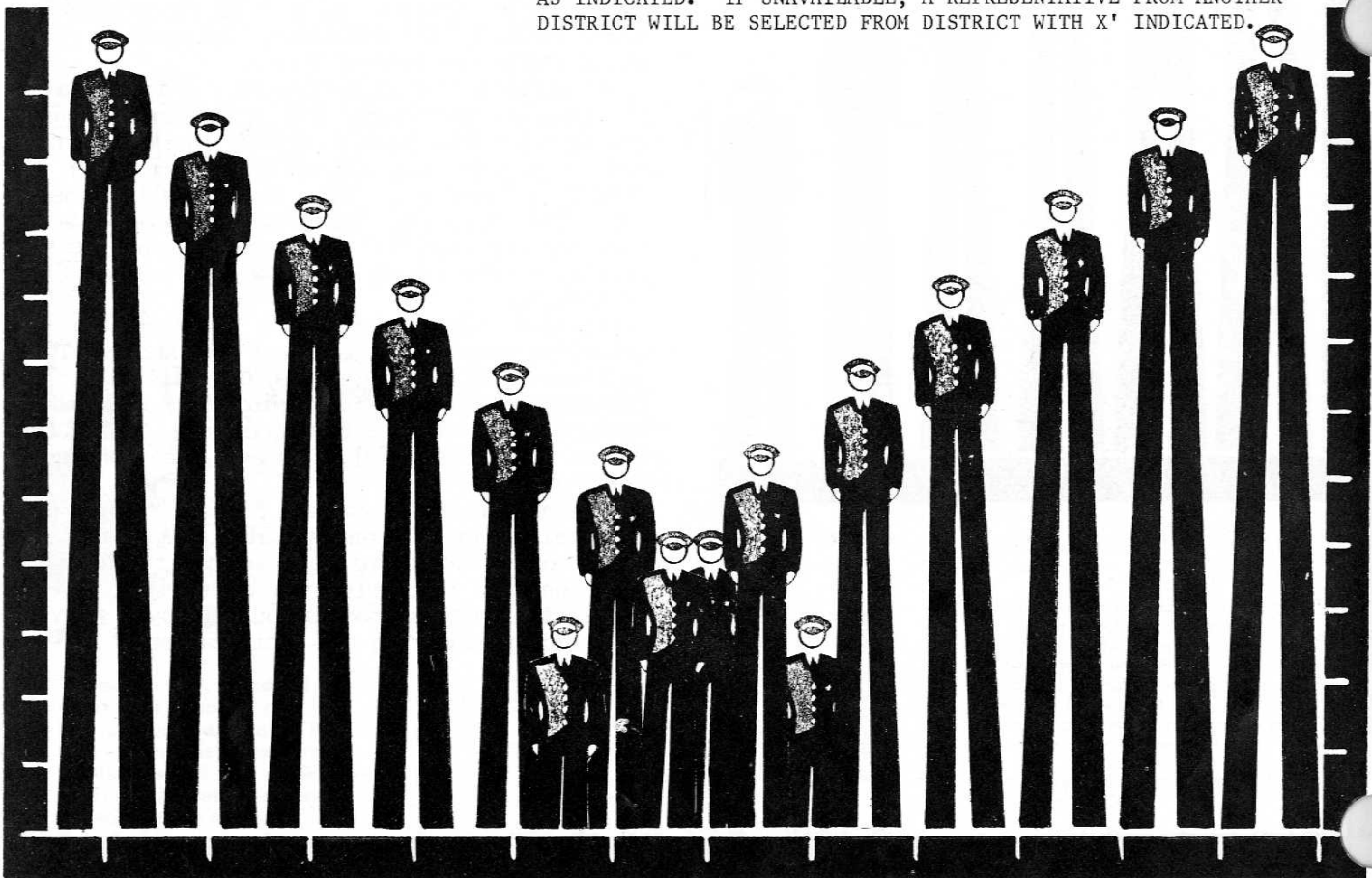
Personnel resume forms and fitness reports must be received by Commandant at least two weeks prior to the convening date of the board to ensure adequate administration by the board. You can assist in this process yourself by responding in a timely manner to the notification.



Selection grid for PY83

BOARD NAMES	TENTATIVE DATES OF BOARDS	BOARD MEMBERS SELECTION FROM INDICATED DISTRICTS											
		1	2	3	5	7	8	9	11	12	13	14	
ENLISTED TO WARRANT OFFICER; CWO2 (PERM) & CWO3 (TEMP); CWO4 (TEMP) & CWO3 (PERM); CWO4 (PERM); LTJG	3-7 AUG 81		X				X	X				X	
CAPTAIN SELECTION	16-26 NOV 81	X					X				X	X	
COMMANDER SELECTION	11-21 JAN 82			X	X	X				X			
REAR ADMIRAL SELECTION	8-11 FEB 82	USE ACTIVE DUTY AND RESERVE REAR ADMIRALS.											
LTJG AND LT SELECTION	1-11 MAR 82	X		X						X	X		
CAPTAIN RETENTION	5-8 APR 82	USE ACTIVE DUTY AND RESERVE ADMIRALS.											
LCDR SELECTION	10-20 MAY 82		X		X	X		X					X*
TOTALS		2	2	2	2	2	2	2	2	2	2	2	1

* CCGD FOURTEEN REPRESENTATIVES ARE DESIRED FOR BOARD DUTY AS INDICATED. IF UNAVAILABLE, A REPRESENTATIVE FROM ANOTHER DISTRICT WILL BE SELECTED FROM DISTRICT WITH X' INDICATED.



The members of a selection board must be senior to the officers being considered by the board, and serving in the grade of lieutenant and above. No officer may be a member of two successive boards convened to consider officers of the same grade for promotion; e.g., two commander boards over a two year period. The selection grid included here shows that member selection is rotated annually for equal geographic representation.

Officers scheduled for consideration by a selection board are strongly encouraged to send a written communication to the board via the chain of command. This letter should indicate the officer's interest and any matter of record which is not addressed by the resume.

Such communication may not criticize or reflect upon the character, conduct or motive of any other officer, nor can it include copies of published articles or job performance evaluations from civilian positions held.

Endorsements to letters submitted to promotion boards may not include opinions as to whether or not an officer should be selected or retained.



In addition, endorsements should not contain opinions pertaining to selection board procedures. All this is done in order to protect officers being considered by the board from outside biases which may influence the board's decisions.

Each board determines the weight of particular criteria for making selections, with the help of guidelines in a form called a "precept." A precept will vary from board to board and from rank to rank. For example, criteria considered important at the lieutenant level may not be considered as important at the captain level, and so on. The conduct of these boards is considered classified. Law prohibits the disclosure of the deliberations under any circumstances.

For selection to lieutenant commanders and below, final approval of the board's recommendations is given by the Commandant.

For commanders and above, approval is made by Commandant, with subsequent appointment and confirmation by the President and the Senate. The Secretary of Transportation signs for the President under a principle known as "Alter Ego," which can be likened to the "By Direction" signature authority.

Normally two weeks later, the results of the board are sent to the districts by message. Each officer will be notified individually of what action will be taken to act on promotion or otherwise.

Officers are promoted as vacancies occur. All officers on a previous list must be promoted before any officer on a newly approved list may be promoted.

General questions concerning any officer personnel evolution may be directed to the Personnel Status/Review Branch at Headquarters, to the following names and telephone numbers:

Officer Fitness Reports	LT Gray
Officer Promotions	LT Gray
Board Schedule	LT Gray
Board Membership (Requests)	LT Gray
Officer Appointments	CWO Miller
Direct Commissions	Mr. Soto
Officer Candidates	Mr. Soto
Register	CWO Miller

Telephone: (202) 426-1637/38/39

Making SADT work for you

by YN2 Judy Kay, USCG

Special Active Duty for Training (SADT) can be a golden opportunity to improve your skills, broaden your horizons and earn extra income. A portion of the duty may also be applied to your annual training requirement, if it is rating-related or related in some other way to your mobilization billet.

In addition, SADT offers a sense of fulfillment in the knowledge that your work enhances the missions of the active duty Coast Guard.

Opportunities abound for Special Active Duty for Training. A quick glance at the "opportunities" page in the Reservist can give you an idea of what's available.

But SADT opportunities aren't limited to yeoman rates or Headquarters' billets. District offices often need temporary help. Generally, a district will do its own solicitations via messages. The Ninth District sponsors the "Summer Stock" program each year, providing operational personnel (BM, MK, etc.) the chance to do some SADT on a pre-planned basis. Training centers also need qualified reservists each summer as instructors, administrators, and support personnel.

Special Active Duty for Training is a means to assign qualified Reserve personnel to perform special short-term tasks essential to the Coast Guard when permanently assigned military personnel or civilians are not available. SADT is usually for periods of between 30 and 120 days, but longer periods may be authorized. The Reserve Training Manual (CG-392) gives explicit information concerning SADT, including limitations normally enforced.

There are a number of ways to seek a SADT assignment. You can answer a solicitation in the Reservist or a district message. You can talk to your training officer to find out what is currently available. You can even advertise yourself by submitting a request to your district (rt), indicating what your skills are (especially those not indicated in your rating or Experience Indicator), for what period you are available and how many days advance notice you'll require should you be selected.

All routes, however, eventually lead to Form CG-3453 (Request for Active Duty for Training Officer and Enlisted Reserve Personnel). Even if you are approached specifically by an active duty office for SADT, you must submit a CG-3453.

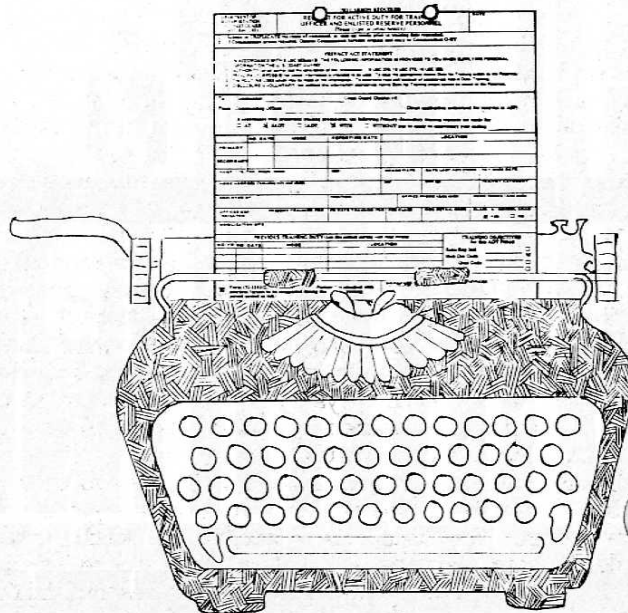
This will save you, your unit and district a lot of headaches.

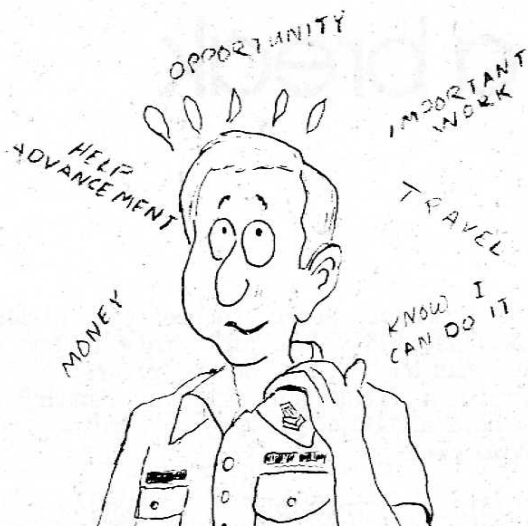
The request should be filled out completely. Indicate where you would like to work and what kind of duties you would like to have. A good rule of thumb is to be general and flexible about what you would like to do and specific about what you would not like to do. If you are answering a solicitation, indicate so on your CG-3453 and note the particulars.

Include on your request an address and phone numbers where you can be reached. (A home phone number isn't much good if you are gone all day.) Print or type as legibly as possible. Give alternative reporting dates if you can.

You should allow ample time for your request to go through the unit, district and Headquarters (if necessary). It takes time for each of these components to endorse the request. Generally, about six weeks processing time is good. Coordinating work with the job site and funding takes additional time.

For your sake, don't start SADT without orders! Do not report until you have orders in hand. Your orders are your protection and your legal basis for duty.





When you receive your orders, check them over carefully. The terms and conditions should be spelled out explicitly. If you are to receive travel, per diem or a PCS move, or if any other special instructions are necessary, be sure it all appears on the orders. Verbal promises or agreements, no matter how well intended, do not guarantee anything. Get it in writing!

This year, as last, travel funds have been cut to the bone. The office hiring you may not have funds for travel and per diem and may request you to waive them. (Remember, the office hiring you, not the Reserve program, funds the SADT.) You do not have to accept orders if they appear to create a financial hardship. If you have been told that you will receive travel and per diem, make sure it is spelled out on your orders.

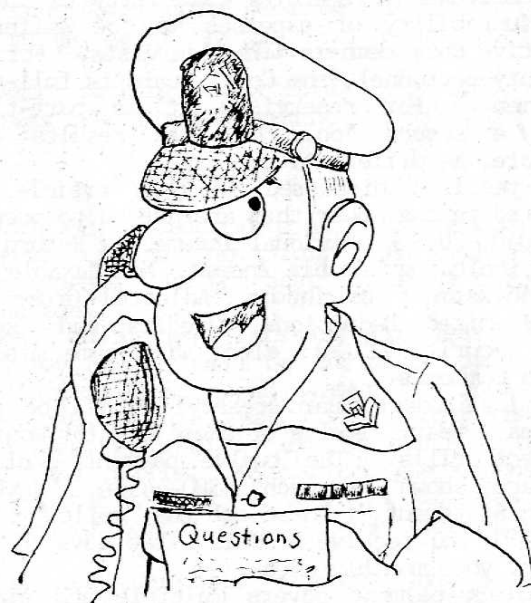
If your orders are for 140 days or more, you are entitled to a PCS move. Make sure this is included on your orders. If you choose this entitlement, additional time will be required to process the move request if you desire to move before your duty begins. Keep this in mind when you submit your request. Then talk to your district travel office as early as possible before you leave to make all the necessary arrangements.

Once you reach your job site, be sure to check in with the personnel and pay offices. Ask for an explanation of travel pay, per diem procedures and any other entitlements you're not sure of. Fill out your travel claim as soon as possible if travel has been authorized. This reduces the possibility of it getting "lost in the shuffle" if your stay is a short one.

You will accrue leave if your SADT is 30 consecutive days or more. However, some of the projects performed by SADT personnel are intense in nature, and it may not be possible for you to take time off. You should work out your need for time off with your supervisor. You will be paid for any leave days you were not able to take, within the number of paid days allowed by current Coast Guard regulations.

Unless otherwise specified, SADT is voluntary duty. However, once the orders are accepted and you report for duty in accordance with those orders, your service is at the convenience of the U. S. Government. Your rights and responsibilities are no different than those of other active

duty military personnel. You should make all efforts to put your personal and civilian employment affairs in order prior to reporting for duty. If a situation beyond your control develops and you must change plans, talk to your



supervisor. Try to resolve the situation to best meet your needs and those of the office that hired you.

Headquarters (G-RT) is working on a sponsor program for SADT reservists. Feedback indicates that it would be very useful for reservists to have a specific person at the job site to get in touch with and get answers from.

This is one area you could pursue on your own. If you are considering SADT in a particular office, don't be afraid to call that office and ask questions. What is the job like? Where can I find out about housing? Will I need a car? What uniforms are generally worn?

SADT can be a great opportunity. It offers a chance to enhance your Coast Guard career. It offers an opportunity to see new places and meet new people.

Follow the rules of thumb provided here and you may find your next SADT assignment the best opportunity you ever took.

Giving your taxes a break

by LT Howard Silverman, USCGR
and LTJG Kim Pickens, USCGR

This article highlights specific tax information for Coast Guard reservists. Most of you will find some information and examples pertinent to your situation. Keep in mind that circumstances are never identical for any two Coast Guard reservists.

This article was updated during August of 1981. Legislation passed thereafter may affect what is written here. This information should not replace the traditional consultation between you and the Internal Revenue Service's Taxpayer Service Division, a Certified Public Accountant, attorney, or Enrolled Agent to Practice before the Internal Revenue Service.

The conclusions regarding taxability of income and deductability of expenses may be different for active duty members and reservists. For active duty personnel, the Coast Guard is full-time employment. For reservists it is part-time, usually a second job. The tax results can, therefore, be different.

The specifics discussed in this article are presented in the order they are needed to prepare Form 1040, "U.S. Individual Income Tax Return for 1981," including Taxable Income, Non-taxable Income, Adjustment to Income, Adjusted Gross Income, Itemized Deductions, Credits and Excess Social Security (FICA), along with some miscellaneous comments.

A typical Coast Guard reservist will be paid 13 times a year. Twelve of these are for monthly increment drills. The twelve payment explanations are shown on each CGHQ-4458A, "Reserve Earning Statement." These are the "yellow" slips (3" X 8") you receive within a few days of receipt of your monthly check.

The check payment covers multiple and single drills, less withholding for Servicemen's Group Life Insurance (SGLI). Some reservists have

Federal and/or State income tax withholding (I.T.W.) as well. New York State is one of the states that has I.T.W. on reservists.

Example: A lieutenant paid for January drills might have a CGHQ-4458A Reserve Earning Statement as shown here:

1/10/81	multiple	\$81.42
1/11/81	multiple	\$81.42
		<u>162.84</u>
(monthly)	SGLI	- \$3.00
	net check	<u>159.84</u>

The 13th payment will be for your Annual Training (AT). You will receive a "payee" copy of CG-4436A when you receive your check. The CG-4436A will show a combination of taxable and non-taxable items, such as:

basic pay	(taxable)
sea duty pay	(taxable)
aviation pay	(taxable)
reenlistment bonus	(taxable)
Basic Allowance	
for Quarters (BAQ)	(non-taxable)
Variable Housing	
Allowance (VHA)	(non-taxable)
Basic Allowance	
for Subsistence (BAS)	(non-taxable)
per diem	(non-taxable)
mileage	(non-taxable)
reimbursed travel expenses	(non-taxable)
Income Tax Withheld (ITW)	
Federal Insurance	
Contribution Act (FICA)	
Net Pay	

The combination of the twelve CGHQ-4458As and the CG-4436A should equal the Wages Income, In-

U.S. COAST GUARD

* 1. Training Pay Category * 2. Years Service For Pay

DUTY OFFAC	TYPE OF DUTY / REFERENCE	DATE OF DUTY	1 *	PAY GRADE	2 *	GROSS PAY	DEBITS / CREDITS CODE AMOUNT	

NET PAY
PAY BASE DATE
RANK / RATE DATE,
PAY PERIOD
DATE OF ISSUE
DAYS EXCHANGE ENTITLEMENT
SOCIAL SECURITY NO.

CGHQ - 4458A RESERVE EARNING STATEMENT

come Tax Withheld and FICA Withheld shown within the boxes on Form W-2, Wage and Tax Statement, which you will receive in January 1982, issued by the Authorized Certifying Officer (ACO), Washington, D.C. You should save your CGHQ-4458As and CG-4436As and compare them to the W-2 form you will receive. Note that the W-2 is based upon the payment date, not the drill date.



A general rule is that pay is taxable and allowances are non-taxable. Pay items include basic pay, sea duty pay and aviation pay. These will be automatically included in your W-2 statement by the Coast Guard ACO. Retirement pay is also taxable and should be reported on Schedule E, Part 1, Pension & Annuity Income.

Payments for BAQ, VHA and BAS are non-taxable. However, if you are deducting meals and lodging, those expenses must be reduced by the BAQ, VHA and BAS received (Rev. Rul. 63-64). Only the net cost is deductible. You cannot disregard the funds provided from the Coast Guard Reserve for that purpose.

For example, a lieutenant living in New London performs 13 days ADT at Governors Island. She pays for meals, totalling \$130.00. Within her paycheck she receives \$27.21 for BAS. This is shown on CG-4436A, Section D.

Cost of Meals	\$130.00
Less: BAS	<u>\$27.21</u>
	\$102.79

The \$102.79 would be deductible as Adjustments to Income on Page 1, Form 1040.

Payments for per diem, mileage and reimbursed travel expenses are specific reimbursements which are "deemed adequate" accounting to the Coast Guard and, therefore, are non-taxable (Rev. Rul.

77-410).

All accounting to the Coast Guard is specific as opposed to flat allowance reimbursement, and is, therefore, "deemed adequate." Coast Guard reservists deducting excess expenses over reimbursements must reduce their expenses by the applicable non-taxable payments to compute a net deduction.

For example, a SK2 travels to his ADT at Yorktown by driving from his home in Kirkwood to St. Louis, parking his car and flying to Yorktown. He is "authorized to travel at (his) own expense subject to reimbursement." He pays travel costs of \$410.00, for which he receives travel expenses from the Coast Guard Reserve of \$333.00 (approx. 900 miles each way at 18.5 cents per mile).

Auto, parking, & air fare	\$410.00
Less travel reimbursement	<u>\$333.00</u>
	\$77.00

The \$77.00 is deductible as Adjustment to Income on Page 1, Form 1040. Form 2106, Employee Business Expense, has the best format to compute the deduction.

Coast Guard reservists are employees. As such they may have "trade or business" employee expenses deductible as Adjustment to Income items.

The one expense most Coast Guard reservists will identify with is use of their automobiles to attend drills. The automobile expenses may be deductible employee business expenses as described in Regl 1.162.2 of the Internal Revenue Code.

Business automobile expenses are deductible, but commuting costs are not deductible (IRC 162, IRC 262 and Rev. Rul. 55-109). The rule is simple, but its application is not. Commuting expenses between your residence and a drill within the area of your "tax home" are not deductible. The "tax home" is your principal business location; i.e., your place of full-time employment. This is distinguishable from your residence, but often within the same general area.

The additional costs of going from principal place of business (tax home) to a drill are deductible. Also automobile expenses from your residence to a drill site outside the area of your "tax home" are deductible. The following five examples are intended to clarify this distinction.

1. A RM3 from Boston is a student at Harvard University. She augments the First Coast Guard District Office every Monday night. This is her only employment. The expense is considered commuting and, therefore, non-deductible.

2. A SK2 lives in Jennings, Mo., and is employed full-time in St. Louis, Monday through Friday. He augments the Second Coast Guard District in St. Louis every Tuesday evening. He may commute either of two ways:

a. The SK2 drives ten miles from his civilian office to the Second Coast Guard District office. He may deduct that ten-mile trip within St. Louis or his trip home, up to a distance of ten miles.

b. The SK2 chooses to drive home from his civilian office to his home in Jennings and later that evening goes to the Second District office. Because he went home in between, he drove 28 miles from his civilian employment before reaching the District office. However, his deduction is limited to the ten-mile distance in example (a) above.

3. A lieutenant lives in New London and his place of employment Monday through Friday covers the entire State of Connecticut. He augments the Coast Guard Academy one weekend a month. This mileage is within his principal place of employment and, therefore, considered commuting. If this is the only trip made that day, it is non-deductible.

4. A HM1 who lives in Lynbrook, N.Y., and works in Lynbrook Monday through Friday drives two days a month on drill weekends to augment Station Short Beach, Long Island. The station is outside her principal place of employment, so the entire mileage is deductible. She can deduct four times the distance from Lynbrook to Short Beach if she drives home each evening.

5. A BMC who lives and works in Garanata Hills, Calif., travels to Long Beach to augment an Eleventh Coast Guard District sea-going unit. His drills are overnight weekend drills. These drills are outside his principal place of employment and the entire mileage would be deductible.

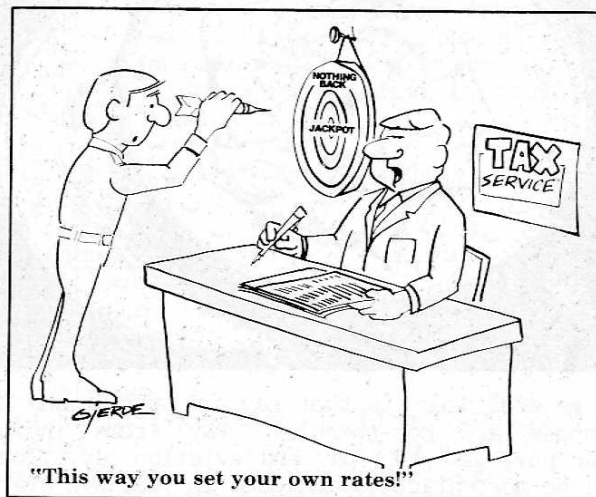
These five examples are intended to clarify whether or not you are entitled to an automobile deduction. The best way to compute the deduction is to follow the format of Form 2106, "Employee Business Expense." Start with Part IV, Auto Expenses, when filling out the form. You may use either the Internal Revenue Service's regular or optional method. It is suggested you compute the deduction both ways. You are entitled to the higher of the two results.

For most Coast Guard reservists, Active Duty for Training means a Transportation Request (TR) to buy an airline ticket, some minor travel expenses which are specifically reimbursed and government quarters and mess available on the ship or base.

The Coast Guard pays all costs, dollar for dollar.

This does not always happen. You might be "authorized to travel at your own expense subject to reimbursement," or you might find upon reporting that government quarters and/or mess are not available.

When this happens, you are entitled to deduct your excess of expenditures over reimbursement (Rev. Rul. 55-572). Such expenditures include airline tickets, auto expenses directly related to the ADT, hotel or motel room costs, meal costs and miscellaneous expenses.



If you "travel" to an overnight drill site, the same type of expenditures deductible during ADT would be deductible for multiple drills, if the drills are held outside the general area of your principal place of employment. For example, our BMC who works in Garanata Hills but travels to Long Beach is entitled to travel expenses, such as lodging and meals not covered.

Another Adjustment to Income is contributions to an Individual Retirement Account (IRA). Reservists and their non-working spouses may participate in an IRA, despite participation in the military retirement plan (IRC 219 CC). The IRA contribution allows Coast Guard reservists to put aside and deduct the lower of \$1,500 or 15 per cent of the individual's compensation from the Coast Guard Reserve and other employers, which is placed into a qualified tax-exempt status: annuities, bonds, insurance policies, savings accounts, etc. If you are covered by a qualified retirement plan through an employer other than the Coast Guard Reserve, you do not qualify for an IRA. Note: These rules will change for tax years beginning after 31 December, 1981.

The income and deductions discussed above all make up the Adjusted Gross Income. Therefore,

the deductions are acceptable, regardless of your decision to itemize or not itemize your deductions.

There are a number of categories of deductions to which Coast Guard reservists may be entitled on Form 1040, Schedule A, "Itemized Deductions."

Present policy requires that the distinctive Coast Guard uniform and work uniform be worn only on official occasions. The cost of replacement clothes not issued but required as part of a full seabag, repairs and alterations to the uniform, laundry and dry cleaning of the uniform and cap devices, shoulder boards, gold lace and similar items are deductible. (Rev. Rul. 55-109).

Education and association expenses are itemized deductions if they are directly related to Coast Guard Reserve membership. Examples include: dues paid to the Reserve Officers Association or Reserve Enlisted Association. Books like the Coast Guardsman's Manual and Knight's Modern Seamanship would be directly related to the technical knowledge expected of you.

Under some circumstances, tuition, class textbooks, and related education transportation are deductible. You may deduct the ordinary and necessary educational expenses you incur if they meet the express requirements of your employer for keeping your salary or status of employment, or to maintain or improve skills required in performing the duties of your present employment.

For example, if our Short Beach HMI took a night course in Clinical Pharmacology, she could deduct the educational and related travel expenses, since her enlisted qualification factors require her to have this knowledge for mobilization and rate knowledge.

Deductible contributions include the check you mailed to Coast Guard Mutual Assistance (formerly Coast Guard Welfare), Great Lakes Navy/Marine Corps/Coast Guard Jewish Chapel or similar organizations. Transportation to meetings of ROA or RAPIC-Chicago would be deductible as charitable contributions. The mileage can be deducted at the contribution standard rate of 9 cents per mile. Note that the standard rate for contributions is different from the 20 cents per mile for business miles (Rev. Proc. 74-24). Unreimbursed out-of-pocket expenses while serving these organizations are also deductible (Rev. Rul. 55-4). Your unique set of circumstances will determine what other expenses might be itemized deductions.

Two expenditures that are not deductible are the SGLI withholding on your monthly check (considered a purchase of term life insurance) and the cost of a "home office." Although many officers and enlisted personnel have and use these offices, this is statutorily disallowed (IRC 280A).

The Credit for Child Care Expenses allows for

20 per cent of the expenses paid for the care of a qualified child or dependent for the purpose of attending drills. The maximum credit is \$800.00 if two dependent children are involved. The credit applies to earnings from part-time employment as well as full-time employment (IRC 44A).

For example, our RM3 student from Boston pays \$10.00 per evening and \$20.00 per day for child care. During the year she pays \$740.00 (48 drill evenings plus 13 days while on ADT). Her allowable credit would be \$148.00 (\$740.00 X .20). She would list this information on IRS Form 2441 and attach it to the credits section of Form 1040. Reservists are cautioned that if the child care is performed in the reservist's home and the amounts paid to a sitter within a calendar quarter total \$50 or more, the reservist must file form 942 with IRS within the prescribed time for each such quarter. (IRC 3101, 3121) Note: These rules change for tax years beginning after 31 December 1981.

Active Duty for Training pay is subject to FICA (social security), while drill pay is not. If you had more than \$29,700.00 in total wages and more than \$1,975.05 withheld for FICA from all your employers combined, you are entitled to reduce your tax liability by the excess over the \$1,975.05. This is done under the payments section of Form 1040.

Many reservists find that the tax tables do not withhold an adequate amount. This can be corrected by filing a revised W-4, Employee Withholding Exemption Certificate, with your pay officer. You may decrease your exemption or have additional funds withheld in lump sum amounts.

In some states Reserve pay is taxable, while in others states it is not. It is in your best interest to determine your state's taxability.

It's a good idea to keep accurate, detailed records of the dates of drills and exact mileage driven as a Coast Guard Reserve employee.

As you can see, membership in the Coast Guard Reserve does have an effect on your income tax liability. Use this review to assist you in preparing and accurate tax return.

(The content of this article is the opinion of the writers and does not necessarily represent the position of the Internal Revenue Service).

Senior Reserve Officers
(Inactive Duty)



RADM Jones
Senior Reserve Officer,
PACAREA



RADM Lipscomb
Senior Reserve Officer,
LANTAREA



Mr. Cotter
Chief, Reserve
Administrative Staff



CAPT Andrews
Chief, Reserve Programs
Division

<p>CCGD1 CAPT McDonald</p> <p>Commander (r) First Coast Guard District 150 Causeway St. Boston, MA 02114 617-223-6918</p>	<p>CCGD3 CAPT Tubella</p> <p>Commander (r) Third Coast Guard District Governors Island New York, NY 10004 212-668-7088</p>	<p>CCGD7 CDR Winslow</p> <p>Commander (r) Seventh Coast Guard District Federal Bldg. 51 SW 1st Ave. Miami, FL 33130 305-350-5601</p>
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District (

<p>CCGD2 CDR Bronaugh</p> <p>Commander (r) Second Coast Guard District 1430 Olive St. St. Louis, MO 63103 314-425-4621</p>	<p>CCGD5 CDR Schempf</p> <p>Commander (r) Fifth Coast Guard District Federal Bldg. 431 Crawford St. Portsmouth, VA 23705 804-398-9362</p>	<p>CCGD6 CDR [Name]</p> <p>Commander Eighth Coast Guard District [Address] 500 Camp New Orleans 504-589-6</p>
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Who's who in the Coast Guard Reserve



RADM Vaughn
Chief, Office of Reserve

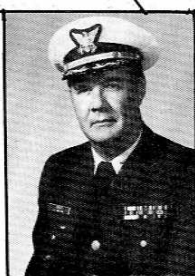


CAPT Bee
Deputy Chief,
Office of Reserve

Office of Reserve



CAPT Doherty
Chief, Reserve Training
Division



CAPT Foley
Chief, Reserve
Administration Division

<p>CCGD9 CAPT Millratt</p> <p>Commander (r) Ninth Coast Guard District 1240 East 9th St. Cleveland OH 44199 216-522-3964</p>	<p>CCGD12 CAPT Murphy</p> <p>Commander (r) Twelfth Coast Guard District 630 Sansome St. San Francisco, CA 94126 415-556-4560</p>	<p>CCGD14 LT Moritz</p> <p>Commander (r) Fourteenth Coast Guard District Prince Kalaniana'ole Federal Bldg. 300 Ala Moana Blvd. Honolulu, HI 96850 808-546-5594</p>
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Commanders (r)

<p>CCGD8 Seaman</p> <p>(r) Coast Guard Federal Bldg. St. Louis, MO LA 70130</p>	<p>CCGD11 CDR Lockwood</p> <p>Commander (r) Eleventh Coast Guard District Union Bank Bldg. 400 Ocean Gate Blvd. Long Beach, CA 90822 213-590-9283</p>	<p>CCGD13 CDR Kornish</p> <p>Commander (r) Thirteenth Coast Guard District Federal Bldg. 915 Second Ave. Seattle, WA 98174 206-442-5997</p>
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Check up on points now get a good check later

by LTJG Sam Korson, USCGR

You may not be concerned about retirement points right now. Retirement may be light-years away, if at all. But if you are a "career" reservist, or considering it, read on to learn some basic points about your points. Read on, because all those little points can make a big difference on your retirement check.

The easiest way to obtain points is to simply be a member of the Reserve in an active status. By this we mean participation in the Selected Reserve, Individual Ready Reserve or Standby Reserve (Active Status). For each year you are a member, you are given 15 "membership" points in acknowledgement of your obligation to the nation.

A second way to obtain points is to drill. A "single drill" is a period of inactive duty for training (IDT) of not less than four hours duration performed on one calendar day. A "multiple drill" is a period of IDT of not less than eight hours duration performed on one calendar day. For computation purposes, you get one point for each single drill and two points for each multiple drill you attend.

Most reservists perform two multiple drills one weekend a month, amounting to four points over a drill weekend. A typical reservist will garner 48 points for IDT drills during one anniversary year ($4 \times 12 = 48$).

Your "anniversary year" is an important consideration where points are concerned. Your anniversary year is based on your date of enlistment into the Coast Guard Reserve. If you enlisted on 18 October, your anniversary year runs from 18 October to 17 October of the following year. Limitations on accumulation of retirement points creditable are based on your anniversary year, not on calendar or fiscal years. More about how this affects you later.

Another way to get retirement points is to go on active duty. For most reservists, this would be some form of Active Duty for Training (ADT). There are several types of ADT, including: IADT (initial active duty for training for new mem-

bers), SADT (special active duty for training, a type of voluntary, temporary active duty in support of active service missions), and AT (annual training).

For each day that you are on active duty, you earn one retirement point. For most reservists, this amounts to 12 or 13 days/points per anniversary year, for their annual "two weeks" training.

There is yet one other way to earn retirement points: correspondence courses. Each course differs as to the amount of points credited for retirement.



Let's take a typical reservist, BM3 I.I. Sir, and see how the point system works for her. During her anniversary year, Petty Officer Sir attended 48 drills (a diligent reservist), performed 13 days of annual training and completed a ten point correspondence course. Excluding for a moment her ADT points, we come up with the following:

IDT drills	48	points
corr. courses	10	"
membership	15	"
subtotal	73	"

Now the fly in the ointment is this: the maximum number of points that can be credited by law, exclusive of active duty, is 60. When we adjust this subtotal and add the 13 points she earned for her annual training, we come up with this:

points to be credited by law	60	points
active duty	13	"
total	73	"



Incidentally, this number of 73 is what most reservists get each year on their annual point statements.

Time for another example. FI1 Rightaway is another conscientious reservist. Unfortunately, while on his civilian job, he broke both legs on a ladder trying to escape the angry cat he had just rescued from a 60-foot tree. As a result, he missed nine months of IDT drills. He did, however, complete a ten point correspondence course. (In fact, it was the same one that BM3 Sir completed. She helped him study for it, since it was her cat.) In addition, FI1 Rightaway was able to hobble through 13 days of annual training.

All is not lost for FI1 Rightaway, at least as far as retirement points are concerned. To have what is called a "satisfactory year" of Federal Service towards your retirement, you must accumulate 50 points during your anniversary year. Adding up what Petty Officer Rightaway received for this rather unfortunate year, you would get:

IDT drills	12	points
corr. courses	10	"
membership	15	"
subtotal	37	"
points to be credited by law	37	"
active duty	13	"
total	50	"

Had Petty Officer Rightaway been unable to earn 50 points during this anniversary year, he would have had to stay in service for 21 years in order to earn 20 years' retired pay.

An important distinction should be made here, however. A "satisfactory year" of Federal Service for retirement purposes is not the same as a "satisfactory year" for training purposes. FI1 Rightaway had a valid excuse for not attending drills -- he was seriously injured (it was a bad fall). If FI1 Rightaway had simply skipped out of drills because he didn't feel like going, he would not have met the minimum requirements for satisfactory participation for training purposes, and could have received a less than honorable discharge for shirking, not to mention a lot of hassle.

Let's move on here to a discussion of prior

service personnel. How does prior service time get on your Coast Guard Reserve point statement?

Basically, what happens is this: when word gets to Headquarters that you have enlisted in the Coast Guard Reserve, a Statement of Creditable Service is done. This statement shows all prior active and inactive duty and with what component it was done. A complete point computation is then done based on the Statement of Creditable Service. The results are coded and entered into the computer which will update your point record.

As you can see, this is a complex process, and errors can creep in during any one of these steps.

The final point credit for your prior service will show up on the "Total Points to Date" section of your annual point statement. Check it and your Statement of Creditable Service over carefully to make sure you have been credited correctly.

If you should receive your annual point statement and note that prior service has not been included or is in error, send a letter to Commandant (G-RA) via the chain of command with all pertinent documentation. When received, G-RA will code the proper entries into the computer to update your record, and then issue you a corrected point statement.

Erroneous point statements are not limited to prior service personnel. The biggest source of error is getting ADT points onto the annual point statement. When a reservist completes his or her annual training, a copy of the paid orders is supposed to be sent to the Military Pay Center. It is then keypunched and entered into the Pay



"SIR, IT'S WILMOT AGAIN - SAYS HIS RETIREMENT PAPERS STILL HAVEN'T COME THROUGH."

COMPUTING RETIREMENT POINTS

POINTS MAY BE EARNED IN THE FOLLOWING MANNER:

COMPUTED BY ADDING:

DRILLS

One point for each authorized single drill attended in a pay or a non-pay status. A single drill is a period of IDT of not less than four hours duration performed on one calendar day.

Two points for each authorized multiple drill attended in a pay or non-pay status. A multiple drill is two periods of IDT, equivalent for pay and point purposes to two single drills of not less than four hours duration each, performed on one calendar day.

One point for completion of each equivalent instruction or duty (EIOD). (This term is no longer used).

One point for each period of appropriate duty.

TOTAL + -----

CORRESPONDENCE COURSES

Successful completion of correspondence courses administered by the Coast Guard and Navy provided point credit based on the particular course. Commandant (G-RT) determines point credit for course completions from other sources.

TOTAL + -----

MEMBERSHIP POINTS

Fifteen membership points are credited for each anniversary year of membership. These points will be pro-rated in the case of less than a full anniversary year.

TOTAL + -----

SUBTOTAL -----

MAXIMUM POINTS ALLOWABLE BY LAW _____

ACTIVE DUTY

One point per day for performance of active duty, including EAD, SADT, IADT and AT.

TOTAL + -----

FINAL TOTAL (60 + active duty): _____
Not to exceed 365 points per anniversary year

and Points System. Sometimes the orders are not sent or get lost or a keypunching error is made.

As noted above, if you discover an error on your point statement, you should notify Commandant (G-RA) via the chain of command. Send as much supporting documentation as possible, as this speeds up the correction process. "Documentation" could be copies of paid orders, copies of CGHQ-4457s (Unit Attendance Records), DD-214s; in short, anything that proves you performed bona fide drills or active duty.

Now that we've covered the whys and wherefores of points, let's discuss how your anniversary year affects what is included on your annual point statement.

About three months after the end of your anniversary year (A/Y), a Coast Guard Reserve Annual or Terminal Statement of Retirement Points (CG-4175) is generated from the computer to reflect the past anniversary year's performance. This three-month time delay is built into the computer system to allow for the normal processing of points accumulated for your A/Y. Remember, the statements are based on your anniversary year -- from the date on which you were born (borne?) into the Coast Guard Reserve, so to speak -- not a calendar year and not a fiscal year.

Let's take another example to see how the A/Y can affect your annual point statement.

CAPT Barque's A/Y ends on 26 July. CAPT Barque is a hard-working reservist and attends 48 drills during his anniversary year. He commences his annual training on 21 July 1982 for 12 days. Here is what his annual point statement will look like for 1982:

IDT drills	48
corr. courses	00
membership	15
subtotal	63
points to be credited by law	60
active duty	06
total	66

As you can see, six of his 12 days' annual training will count for A/Y 1982. The other six days will be credited to A/Y 1983.

During his next anniversary year, CAPT Barque

again attends all his IDT drills, but completes his annual training before the end of his A/Y. Here's what his annual point statement will look like for 1983:

IDT drills	48	points
corr. courses	00	"
membership	15	"
subtotal	63	"
points to be credited by law	60	"
active duty	18	"
total	78	"

For retirement purposes, CAPT Barque has earned a "satisfactory year" of Federal Service for retirement purposes for both 1982 and 1983.

Remember, however, that a "satisfactory year" for retirement purposes is not the same as a "satisfactory year" for training purposes.

For purposes of satisfactory participation standards (training), credit for annual training which begins in one anniversary year and extends into the next anniversary year may be given for either anniversary year, but not both. In CAPT Barque's case, the annual training he began in A/Y 1982 and completed in A/Y 1983 will meet the training requirements for A/Y 1982. The annual training he did which began and ended in A/Y 1983 will meet the training requirements for 1983. You can't just slip your annual training in between anniversary years and have it count for both years!

Don't deny yourself a "satisfactory year" for retirement or training purposes by failing to consider your anniversary in scheduling annual training. Schedule your training as early as possible within your A/Y. Quotas are often filled before they're even advertised. Work with your training officer to make sure you don't get "stuck."

Don't get "ripped off" of retirement points you worked for and earned. Check your point statement carefully and report any errors to Commandant (G-RA) via the chain of command.

Do ask questions of your training officer, admin. officer or CO if you are uncertain about your points or scheduling your annual training.

You worked hard for your retirement points. You've earned them. Enjoy them!

Annual Training courses for '82

The following are the course descriptions and eligibility requirements for the Reserve Active Duty for Training (ADT) course for FY '82. Also included is the schedule of class convenings. Check with your training officer for availability of quotas or consult Appendix 3-5 of the Reserve Training Manual for schedules and quotas.

NOTE: Coast Guard safety regulations require certain safety clothing when in hazardous situations. Most engineering courses (and many other courses with hands-on laboratory sessions) will require the wearing of work uniforms and safety shoes by students.

AIDS TO NAVIGATION MAINTENANCE (AtoN Maint) *Same*

Objective: To teach basic troubleshooting, repair, installation, and maintenance record-keeping necessary to maintain the Coast Guard Minor Aids to Navigation System. (Carries an AX Qualification Code.)

Eligibility: Anyone assigned to AtoN teams, buoy boats, construction tenders, buoy tenders, Groups, Bases, and District Offices. Attendees must be qualified for current mobilization assignment. *Diff*

BOATSWAINS MATE ADVANCED (BM Adv)

Objective: To prepare personnel selected for Officer-in-Charge and Executive Petty Officer assignments to efficiently undertake the duties and responsibilities of those very demanding assignments. This course provides training in both classroom and practical exercise in three primary professional areas: small unit administration; personnel management; and advanced BM deck skills.

Eligibility: E-5 or above who have completed BM Bas. or have had equivalent courses or experience. E-5s must be eligible to compete in the Servicewide examination (SWE) (BM1) within six months of the conclusion of the course. *Diff*

BOATSWAINS MATE BASIC (BM Bas)

Objective: To provide the trainee with an introduction to the duties of the BM rating, stressing those skills that require close supervision and hands-on training. The major areas of instruction include: marlinspike seamanship; use and principles of tackle; use and care of canvas and leather; small boat nomenclature and compartmentation; lateral system of buoyage; chart interpretation and basic piloting; Rules of the Road; use of the shoulder line throwing gun and pyrotechnics; towing and man overboard procedures; fire and salvage pump operations; and radiotelephone procedures. Most of the classroom training is reinforced through workshop activities. Hands-on training accounts for approximately 50 per cent of the course content.

Eligibility: Seamen who desire to advance into the BM rating, E-4 personnel in the BM rating, or direct petty officers under pay grade E-6. *Same*

DAMAGE CONTROLMAN ADVANCED (DC Adv)

Objective: To provide training to help DC2 and DC1 reservists prepare for advancement to the next pay grade. Emphasis will be placed on the examination factors in the following areas: carpentry, blueprints, firefighting and pumps; welding and cutting; sheet metal work; and organization/administration.

Eligibility: DC2 and DC1. DCCs or higher may attend for refresher training.

Note: Trainees should bring work uniform for hands-on training sessions. *Diff*

EXPLOSIVE LOADING SUPERVISOR (ELS)

CONCORD, CA

Objective: To familiarize the student with the basic publication Rules and Regulations for Military Explosives and Hazardous Munitions (CG-108). The following topics are presented: vessel preloading inspections, stowage compatibility, cargo handling gear inspections, safe methods for loading and stowing explosives, and procedures for handling damaged explosive containers. Experience in the above areas is gained by on-the-job training at the Naval Weapons Station, Concord, CA, during the intervening weekend. The course leads to the EA or EB enlisted qualification code.

Eligibility: E-4 to O-4 where appropriate by rating, experience indicator, and/or mobilization assignment. *Diff*

Notes: (1) Safety shoes are required and must be provided by students.

(2) Since berthing for CPOs and officers is limited, the districts shall contact PSSSta Concord, (415) 671-5016, directly to determine availability of quarters. BEQ spaces are usually available for E-6 and below.

(3) The course of instruction for ADT reservists is 13 days.

ELECTRICIAN'S MATE ADVANCED (EM Adv) *Same*

Objective: To prepare students for competition in the SWE for E-6 and E-7. Curriculum will focus on examination factors and certain practical factors. Scope of course includes: advanced work in AC and DC motors and generators; servo-mechanisms; magnetic amplifiers, and test equipment.

Eligibility: EM2 or EM1. EMCs or above may attend for refresher training. Expertise at the E-5 level will be expected of all participants. Instruction will not be provided at a lower level. *Diff*

HAZARDOUS CHEMICALS (HC)

Objective: This course is designed to introduce marine and port safety personnel to the hazards presented by hazardous chemicals, substances, and materials. The course covers four essential areas: General chemistry of hazardous chemicals; occupational health when confronted by hazardous chemicals; hazard evaluation of hazardous chemicals; and basic response techniques to a hazardous chemical incident. Emphasis in the response techniques will be towards hands-on training with protective clothing, respirators, and detection devices available at Coast Guard operational units. Emphasis in hazard evaluation will be the use of the Coast Guard's Chemical Hazard Response Information System.

Eligibility: E-5 through E-9, W-2 through W-4, and O-1 through O-4. Attendees must have satisfactorily completed MES I & II, or Port Security Class "A" School since 1 July 1980. Attendees must also be qualified for current mobilization assignment. *Eliminate*

HOSPITAL CORPSMAN PERFORMANCE TESTING PROGRAM (HM Perf Tst)

Objective: To provide HMs the opportunity to evaluate, refresh, and expand their clinical skills by working in an operational Coast Guard medical facility. Program emphasis is on skill performance and evaluation. Participants are not graded by the traditional numerical or percentage scoring system. Each participant is evaluated in tasks and practical factors in five duty areas: emergency room; medical laboratory; pharmacy; physical examinations; and X-ray. Approximately one-half of the two week period is devoted to performance testing. The remainder is devoted to augmentation duties.

Eligibility: HM3, HM2, HM1. HMCs or higher may attend for refresher training.

Note: DTs performing HM duties may request attendance. HMC or higher ADT evaluations are not performed at the Coast Guard Dispensary, Cape Cod, MA. *Same*

INSTRUCTOR TRAINING (IT)

Objective: To train Coast Guard personnel to perform standardized classroom instruction in accordance with this manual instruction. The training will consist of classroom lectures and practical exercises in the development, implementation, and evaluation of subject matter and classroom instructional techniques. Satisfactory completion of this course meets the criteria for the assignment of the JC qualification code.

Eligibility: Officers and enlisted personnel assigned to major training centers where they will be required to perform the duties of a classroom instructor. Attendees must be qualified for current mobilization assignment. *Diff*

MARINE ENVIRONMENT AND SYSTEMS I (MES I)

Objective: To provide training in the prevention functions of the MEP program performed at an MSO or COTP. Focus on basic legal authorities and application of safety and pollution prevention regulations for vessels and facilities for the transportation of package and bulk dangerous cargoes.

Eligibility: Any E-7 or above. Any E-5 or E-6 augmenting in the PSS or MEP Programs. Attendees must have at least one year augmentation in either PSS or MEP and be qualified for current mobilization assignment. Individuals who have completed Port Security Class "A" School since 1 July 1980 have received the above training. *diff + hire*

MARINE ENVIRONMENT AND SYSTEMS II (MES II)

Objective: To provide training in the response and investigation functions of the MEP Program performed at an MSO or COTP. Focus on the knowledge, techniques and skills of removal of pollutants from the marine environment, current firefighting techniques, response activities, and the investigation of port casualties and pollution incidents to determine the cause and take appropriate action.

Eligibility: Any E-5 or E-6 augmenting PSS or MEP. Any E-7 or above. Attendees must have successfully completed MES I or PS Adv. or have one year prior experience in PSS/MEP response. Attendees must also be qualified for current mobilization assignment. Individuals who have completed Port Security Class "A" School since 1 July 1980 have received the above training.

MACHINERY TECHNICIAN ADVANCED (MK Adv)

RTC YORKTOWN

Eligibility: E-4 or above in the MK, EM, or DC ratings who have satisfactorily completed MK Basic or equivalent course. Advanced course should be related to individual's mobilization assignment. MK-6 is a prerequisite for MK-7.

Note: MK Adv at RTC Yorktown consists of the active service class "C" courses listed below:

(1) ENGINEERING PETTY OFFICER INDOCTRINATION (MK-1)

Objective: To train Engineering Petty Officers in their administrative duties and responsibilities. The training will consist of engineering department organization and management of electrical systems and test equipment used in Coast Guard vessels. Relations between the Engineering Officer and the Group Engineer, District (ene) and Commandant (ENE) will also be emphasized.

(2) OILY WATER SEPARATOR SYSTEMS AND FUEL HANDLING EQUIPMENT (MK-2)

Objective: Provide students practical training in oily water separator nomenclature, operation, maintenance, and troubleshooting procedures of 5, 10, 20, and 100 GPM fuel filter/separators. Also, practical training in maintenance and use of fuel-testing equipment.

(3) CLAYTON STEAM GENERATOR/FLASH EVAPORATOR OPERATION AND MAINTENANCE (MK-5)

Objective: Provide training in operation and maintenance of the Clayton Steam Generator. This includes heating section, water system, fuel system, electrical system, operation pressures and temperatures, feedwater testing, and troubleshooting. Also, instruction in the operation and maintenance of flashtype evaporators. This includes operating pressures and temperatures, watchstanding procedures, and troubleshooting and maintenance procedures for the vacuum pump.

(4) HYDRAULIC SYSTEMS AND EQUIPMENT: OPERATION AND MAINTENANCE (MK-6)

Objective: Provide students with instruction and practical training in the fundamentals of hydraulics, operations and repair of hydraulic systems and components, proper troubleshooting procedures and preventive maintenance requirements.

(5) ENGINE GOVERNORS: OPERATION AND MAINTENANCE (MK-7)

Objective: Provide instruction in the fundamentals of governor hydraulics and components and proper preventive maintenance requirements. Also, practical training in hydraulic governor circuit operation and adjustment, troubleshooting procedures of common governor/actuator problems found in the field. MK-6 must be taken before MK-7.

(6) REFRIGERATION AND AIR CONDITIONING (RAC)

Objective: To train Engineering Petty Officers to operate and maintain refrigeration and air conditioning equipment used on Coast Guard cutters, boats, and stations. Training will consist of the fundamentals of refrigeration systems with practical training in operation, maintenance, repair and troubleshooting of various refrigeration and A/C equipment.

*MACHINERY TECHNICIAN ADVANCED (MK Adv)

TRACEN ALAMEDA

Objective: To train petty officers in the skills necessary for advancement to MK1 and MKC. The curriculum is designed to cover specifically those areas described in the Enlisted Qualifications Manual (CG-311). Items include: advanced auxiliary and main propulsion systems; steam systems including distilling plants; refrigeration and air conditioning; damage control; and hydraulic systems. Practical factors will be addressed where appropriate equipment is available. Training should be directly related to mobilization/augmentation assignment.

MACHINERY TECHNICIAN BASIC (MK Bas)

RTC YORKTOWN

Objective: Taught in modular form at RTC Yorktown. Each class convening will consist of one of the two subjects listed below. Check with the unit training officer for details.

Eligibility: Firemen desiring to advance in the MK rating, MK3s and direct petty officers in the MK rating in pay grade E-5 and below.

(1) GM 6V53N DIESEL ENGINES

Objective: Provide instruction and practical training in the identification, location and function of the basic systems and components, along with the disassembly/assembly and tune-up of the 6V53N diesel engine.

(2) VT-903M CUMMINS DIESEL ENGINE

Objective: Provide instruction and practical training in the identification, location, and function of the basic systems and components, along with the disassembly/assembly and tune-up of the VTG-903M Cummins diesel engine.

MACHINERY TECHNICIAN BASIC (MK Bas)

TRACEN ALAMEDA

Objective: Provides an introduction to the duties of the MK rating, and stresses those skills which require hands-on training. Topics included are: firefighting; use of the OBA; Clayton Steam Generator; GM 6-71 operation; refrigeration; gas turbine operation; troubleshooting; engineering control; gasoline engines; damage control; and small boat engineering. This course is introductory in nature and completion of the appropriate nonresident (correspondence) course and extensive OJT are required for competence in the MK rating.

Eligibility: Firemen desiring to advance into the MK rating, MK3s and direct petty officers in the MK rating in pay grade E-5 and below.

MILITARY READINESS PLANNING (MRP)

Objective: This one- to two-week course is designed to train Coast Guard officers to develop and maintain national contingency plans. The one-week course will cover the following topics: development of U.S. military planning and strategy; the DOD command structure; DOD planning systems and the deployment planning community; peacetime and wartime missions of the Coast Guard; Coast Guard/DOD relationships; the six phases of the Coast Guard readiness planning process; and determination of mobilization manpower requirements. The two-week course will cover the above, and, in addition, students will develop a contingency plan for protecting a hypothetical port.

Eligibility: Officers (O-2 to O-6), active service and Reserve, who are specifically charged with mobilization readiness planning.

Note: Schedules, quotas and location(s) to be announced.

NBC PREPAREDNESS (NBC Prep)

Naval Construction Battalion Center, Gulfport, MS

Objective: To provide academic and practical instruction in the types and effects of modern NBC (Nuclear, Biological, Chemical) warfare, and methods for protection and recovery. Instruction is segmented to present first a sequence of studies relating to effects, detection methods, and countermeasures in NBC warfare; then the effects and countermeasures common to each of these types of disaster situations. By practical simulated problem solving situations, the student becomes proficient in all aspects of NBC disaster recovery operations. Much of this training takes place in the specially constructed field training area known as "Disaster Village."

Eligibility: E-4 to O-4.

Note: For information on quotas and schedules call NCBC at (601) 865-2527, ext. 254.

OUTBOARD MOTOR MAINTENANCE (OBM)

Objective: To provide instruction in troubleshooting and repairing outboard motors. Reservists will attend this Class "C" School on a space-available basis. This course is primarily appropriate for personnel attached to units having outboard related disaster relief/mobilization missions.

Eligibility: E-4 or above in DC, EM, or MK ratings. Attendees must be qualified for current mobilization assignment.

OFFICER AND CPO LEADERSHIP (O&CLdr)

Objective: To train students in current management techniques designed to enhance effectiveness as a leader. The curriculum provides an opportunity for leadership experience through case studies, unit problems, and role playing situations. The course covers various leadership, motivation theory, and interpersonal communication skills. Classes will be conducted using a variety of classroom techniques.

Eligibility: E-7, E-8, E-9 and officers (O-4 and below) serving in a supervisory position within the Coast Guard Reserve.

Note: To enable the training commands to supply each trainee with a pre-instruction training packet, the following information should be supplied to the school at least four weeks prior to convening date:

- (1) Name
- (2) Sex (for berthing purposes)
- (3) Home address
- (4) Home or work phone

PETTY OFFICER LEADERSHIP (POLdr)

Objective: To present management techniques designed to enhance one's effectiveness as a leader. Provides opportunity for leadership experience through case studies, unit problems, and situations involving role playing. This course covers leadership models, motivation, theory, and interpersonal communications skills. Classes will be conducted using a variety of classroom techniques.

Eligibility: Enlisted personnel, E-5 or above serving in a supervisory position within the Coast Guard Reserve. Attendees must have a minimum of two years Coast Guard Reserve and/or regular experience, completed at least two ADT periods, and completed a basic rating school (if required).

Note: To enable the training commands to supply each trainee with a pre-instruction training packet, the following information should be supplied to the school at least four weeks before class convenes:

- (1) Name
- (2) Sex (for berthing purposes)
- (3) Home address
- (4) Home or work phone

PORT SECURITYMAN ADVANCED (PS Adv)

Objective: To provide advanced instruction in the Coast Guard's law enforcement and marine safety missions with emphasis on laws and regulations for tank vessels and pollution. In-depth instructions on the use of CG-388, 46 CFR 150, 46 CFR 30-40, 46 CFR 90-109, 46 CFR 140-155, 33 CFR 126.15 and 33 CFR 154, 155, and 156 are also included. The students will receive both classroom and practical demonstrations on pollution laws, on-scene coordinator and on-scene monitor responsibilities, photographic evidence, oil sampling statements, interviewing and interrogation. Emphasis will be placed on pollution clean-up equipment and pollution response procedures.

Eligibility: PS2s, PS1s, or FI1s. PSCs or FICs may attend for refresher training. Attendees must have successfully completed Port Securityman Basic, Port Securityman Class "A" School or equivalent knowledge from other sources (experience) as determined by the district commander or high authority. PS Class "A" School graduates since 1 July 1980 have received the above training.

PORT SECURITYMAN BASIC (PS Bas)

Objective: Provide an introduction to the Coast Guard's law enforcement and port security missions, with emphasis on missions of the Captain of the Port. The missions of the Captain of the Port are discussed in detail, including the Captain of the Port regulatory powers for the safety and security of the ports. In-depth instructions on the use of 49 CFR 100-177 and 33 CFR 126.15 A-N are also included. The legal basis of Coast Guard laws and regulations shall be stressed. Training will be provided by the use of mock-up vessels and facilities, with the student using the regulations to inspect them. The students will receive both classroom instruction and practical demonstrations on firefighting techniques and the application of high expansion foam. The advantages and disadvantages of the various protective masks and their uses will be discussed. The application of laws will also be addressed.

Eligibility: SNs who desire to advance into the PS rating. PS3s or direct petty officer (PS3 or PS2). PS Class "A" School graduates since 1 July 1980 have received the above training.

RESERVE ENLISTED BASIC INDOCTRINATION (REBI)

Objective: To provide basic indoctrination for reservists with no prior military experience who were enlisted as direct petty officers. The atmosphere of this AT course is analogous to recruit training in some respects. The curriculum is designed to provide an initial indoctrination to military service and the Coast Guard in particular. Areas dealt with include Coast Guard roles and missions, history, customs, and traditions. Military drill and etiquette are emphasized. In addition, the trainee is exposed to the basics of unit administration, augmentation, field communications, firefighting and damage control, and military justice. Emphasis throughout is on the trainee learning to function as part of a team.

Eligibility: All newly enlisted Reserve direct petty officers, with no prior military service.

Note: Attendance at this course, within the first year of enlistment, is required for certain direct petty officers.

RESERVE RECRUITING SEMINAR (ResRecSem)

Objective: To provide recruiters with the skills needed to effectively run a recruiting program. Training includes office management, sales training, telephone techniques, public speaking, testing, introduction to various available programs, civil rights, and a session on Coast Guard history.

Eligibility: Anyone assigned to a recruiting office on active duty or through augmentation training or mobilization. Attendees must be qualified for current mobilization assignment.

Note: This is now a 13 day course.

RADIOMAN ADVANCED (RM Adv)

Objective: Provide students with instruction and practical training in military, governmental and commercial communication. Specifically, the training will

cover the areas of typing, communication procedure and systems, International Morse Code, security, teletype, handsending, publications and watchstanding procedures.

Eligibility: RM3s and above.

RESERVE OFFICER BASIC INDOCTRINATION (ROBI)

Objective: To provide basic service indoctrination for newly commissioned Reserve officers, including an introduction to shipboard/land station operations, military courtesy, and professional and military requirements required of all officers. Instruction will be oriented toward the improvement and development of fundamental skills in the organizational and operational domains. There will also be training provided which will assist the individual officer in making adjustment to being a Coast Guard officer.

Eligibility: Newly commissioned officers and warrant officers in the Coast Guard Reserve.

Note: Attendance at this course, within the first year of commissioning, is required for certain direct commission officers.

RESERVE UNIT ADMINISTRATIVE OFFICER/PETTY OFFICER (RUA)

Objective: To provide the necessary tools for the trainee to perform the duties of a Reserve Unit Administrative Officer as set forth in the Coast Guard Reserve Administrative Manual (COMDTINST M1001.26) (old CG-296).

Eligibility: E-7 to O-4. Trainee must currently be serving as administrative officer, assistant administrative officer, or be eligible to fill these billets.

RESERVE UNIT COMMAND (RUCC)

Objective: To provide the necessary tools for the trainee to perform the duties of a unit commanding or executive officer as set forth in the Coast Guard Reserve Administrative Manual (COMDTINST M1001.26) (old CG-296).

Eligibility: O-1 through O-6. Trainee must currently be serving as commanding or executive officer within Reserve unit/group commands or be eligible to fill those billets.

SMALL ARMS INSTRUCTOR (SAI)

Objective: To provide training to qualify personnel to act as range officers and coaches so that they may develop and execute small arms training programs at the unit and district levels. The course provides the basic theory in rifle and pistol marksmanship and training techniques.

Eligibility: Officer and enlisted personnel E-5 or above (ordnance ratings GM/FT E-4 or above) assigned to billets that will ensure the availability of the trainee to participate in the small arms training program for a group or district. Marksman qualification is desired.

Note: Course duration is three weeks.

FUNDAMENTAL SEARCH AND RESCUE (SAR)

Objective: To train Coast Guard and other selected SAR personnel to perform standardized search planning in accordance with the National Search and Rescue Manual (COMDTINST M16130.2). The training will consist of classroom lectures and practical exercises in search and rescue planning techniques relevant to the sequential stages and supporting components of the SAR system.

Eligibility: E-5 through E-9 and W-2 through O-4 who are assigned to units where they will be required to perform the duties of a SAR Mission Coordinator (SMC) and/or On Scene Commander (OSC). Attendees must be qualified for current mobilization assignment.

SMALL BOAT ENGINEERING (SBE)

Objective: Upon completion of this course, the trainee will be able to carry out the duties and responsibilities of a small boat engineer. Areas of study include: engine alarm and electrical system; disassembling, inspecting, and reassembling a starting motor; distributor, carburetor and ignition systems; troubleshooting of various systems; preparation of various logs and reports; and preventive maintenance on board a Coast Guard small boat.

Eligibility: E-5 or below in the DC, EM, or MK ratings.

SMALL BOAT OPERATIONS (SBO)

Objective: To provide a foundation for qualification as a SAR boat crewman and coxswain as outlined in the Boat Crew Training Guide (CG-313). Instruction includes seamanship, SAR, Rules of the Road, AtoN, and piloting. Practical experience includes underway training on UTBs and PSBs.

Eligibility: Officers O-3 and below. Enlisted E-4 and above in BM and QM ratings (also EM, FI, MK, PS, and RD ratings where these personnel are actively involved in small boat augmentation). Graduates of BM "A" school may be assigned for refresher training. Skill, knowledge of, and experience with basic small boats and terminology used in connection with them is required. Those attendees who do not require this training for their mobilization assignment must be qualified for their current mobilization assignment before they are assigned to this course.

STOREKEEPER ADVANCED (SK Adv)

Objective: To prepare SK2 and SK1 reservists for advancement to the next higher pay grade. The curriculum is drawn from the Enlisted Qualifications Manual (CG-311) and includes the following general areas: transportation and travel; material identification and procurement; inventory management; and disbursement procedures.

Eligibility: SK2 or SK1. SKCs may attend for refresher training. E-5s must be able to compete in the SWE within six months from the end of the course or be proficient in their rate.

STOREKEEPER BASIC (SK Bas)

Objective: To prepare personnel who have little training in the SK rating for advancement to the E-4 or E-5 level. The purpose of the course is to provide the initial introduction to the skills necessary in the rating. Curriculum centers on those duties which these personnel most often perform, and includes administrative and clerical procedures, fiscal procedures, military pay, and elementary aspects of transportation and travel, inventory control (including procurement, identification, disbursement, receipt and custody), and basics of data processing systems used by the Coast Guard. Practical factors will be completed whenever possible.

Eligibility: E-3 or E-4 or more senior petty officers new to the SK rating or desiring refresher training.

SUBSISTENCE SPECIALIST ADVANCED (SS Adv)

Objective: Upon completion of this course of instruction the trainee will be able to successfully carry out the duties of the senior food manager. These duties are almost exclusively administrative and managerial in nature and include: inventory and control of stores and food service equipment; procurement of stores; financial and stock control; planning and evaluation; food inspections; training; and supervision of personnel. The training will partially or completely prepare the trainee for advancement to the next higher pay grade.

Eligibility: SS2 or SS1. Successful performance at an intermediate level subsistence specialist, working knowledge of the organization of the enlisted dining facility, and knowledge of functions and regulations regarding general mess operations is required of all trainees.

SUBSISTENCE SPECIALIST INTERMEDIATE (SS Int)

Objective: Upon completion of this course of instruction the trainee will be able to successfully carry out the duties of the intermediate level food service manager including: wardroom service; stowage; issue and management of stores; administration and management of food service operations; and training and supervision of food service personnel. The course will partially or completely prepare the trainee for advancement to the next higher pay grade. This course does not include training in food preparation techniques.

Eligibility: SS3 or SS2 desiring to gain mastery of those skills needed to supervise food preparation. Successful performance as a subsistence specialist at a basic level in the skill of food preparation and familiarity with the operation and organization of the enlisted dining facility is required of all trainees.

WAR AND STAFF COLLEGES FOR 1982

JOINT PLANNING ORIENTATION (JPO)

OBJECTIVE: To INCREASE EACH STUDENT'S UNDERSTANDING OF JOINT ORGANIZATION AND COMMAND RELATIONSHIPS AT THE UNIFIED COMMAND LEVEL AND THE BASIC PRINCIPLES AND TECHNIQUES OF THE JOINT OPERATIONAL PLANNING PROCESS.

ELIGIBILITY: OFFICERS, O-4 to O-5. SECRET CLEARANCE REQUIRED.

RESERVE OFFICER DEFENSE ECONOMICS (RO/DE)

OBJECTIVE: To INCREASE INSIGHTS INTO ECONOMIC-BASED ISSUES AND TECHNIQUES THAT IMPACT ON, AND ARE USEFUL IN, THE SELECTION AND APPLICATION OF MILITARY FORCES; MAJOR BEHAVIORAL AND MANAGEMENT CONTROL ISSUES THAT INFLUENCE NATIONAL SECURITY DECISION MAKING, POLICY IMPLEMENTATION AND CHANGE; AND THE STRUCTURE, PROCESS, AND MAJOR ISSUES INVOLVED IN CHOOSING AND PROGRAMMING FUTURE MILITARY FORCES. THE COURSE THUS CONTRIBUTES TO THE STUDENT'S CAPABILITY TO PERFORM AND COMMUNICATE EFFECTIVELY AS A SENIOR DECISION MAKER, MANAGER, AND STAFF MEMBER IN THE NATIONAL SECURITY DECISION-MAKING STRUCTURE.

ELIGIBILITY: OFFICERS, O-5 to O-6. SECRET CLEARANCE. INDEPENDENT STUDY AFTER SELECTION, PRIOR TO REPORTING, IS REQUIRED.

RESERVE OFFICER NAVAL OPERATIONS (RO/NO)

OBJECTIVE: To INCREASE THE KNOWLEDGE AND MOBILIZATION POTENTIAL OF EACH RESERVE OFFICER BY PROVIDING THE OFFICERS WITH AN IMPROVED UNDERSTANDING OF HOW TO OPTIMIZE THE EMPLOYMENT OF U.S. NAVAL FORCES IN SITUATIONS VARYING FROM PEACETIME TO NUCLEAR WAR. TO THIS END, THE COURSE WILL INCLUDE A STUDY OF U.S. AND SOVIET CAPABILITIES AND LIMITATIONS, AND THE SIGNIFICANCE OF THESE FACTORS IN TACTICAL SITUATIONS.

ELIGIBILITY: OFFICERS, O-3 to O-4. SECRET CLEARANCE. INDEPENDENT STUDY AFTER SELECTION, PRIOR TO REPORTING, IS REQUIRED.

RESERVE COMPONENT NATIONAL SECURITY COURSE (RCNSC)

OBJECTIVE: To PROVIDE SELECTED SENIOR RESERVE COMPONENT OFFICERS A TWO-WEEK PROFESSIONAL MILITARY EDUCATIONAL EXPERIENCE WHICH REFLECTS THE CORE COURSES OFFERED THEIR REGULAR FORCE COUNTERPARTS IN THE NATIONAL DEFENSE UNIVERSITY RESIDENT PROGRAM. THIS COURSE IS DESIGNED TO ENHANCE PREPARATION OF OFFICERS TO FUNCTION IN KEY ROLES AS MANAGERS AND LEADERS OF THE RESERVE COMPONENT FORCES.

ELIGIBILITY: OFFICERS, O-4 to O-5. SECRET CLEARANCE. REQUIRED READINGS (SUPPLIED AFTER SELECTION) MUST BE COMPLETED PRIOR TO REPORTING.

SMALL UNIT SAR (SUSAR)

Objective: To train students in operational search and rescue procedures at a small unit. Augmentation at small SAR units is the primary focus. Curriculum includes SAR communications, search planning, multi-unit coordination (including air/surface units), and practical exercises requiring utilization of information taught. RCC major-unit SAR will not be covered except as it impinges upon local operations.

Eligibility: E-4 through O-4. All enlisted students must have successfully completed the SBO course or the BM Class "A" School or be an operating coxswain at the local unit. Attendees must be qualified for current mobilization assignment.

TRAINING ADMINISTRATION (TAdm)

Objective: To prepare training officers in Reserve units to fulfill the responsibilities of their jobs. Curriculum centers on enlisted advancement procedures, unit training alternatives and full utilization of existing training resources. Presentations and question/answer periods by representatives from Commandant (G-RT) staff will be included. Curriculum will include case studies, practical problems, and exercises.

Eligibility: Any district, group, unit, training or assistant training officer.

WELDING AND BURNING (W&B)

Objective: Training consists of instruction on the procedures of oxyacetylene welding, cutting and arc welding, welding safety, and welding equipment maintenance. Proper safety and handling procedures are demonstrated followed by practical exercises under direction of the instructor.

Eligibility: E-4 or above in the DC, EM, or MK ratings. Training must be related to mobilization/augmentation assignments.

Note: Students should come prepared with work uniforms for the practical sessions.

YEOMAN ADVANCED (YN Adv)

Objective: To sharpen one's expertise in the yeoman rating and prepare the trainee to perform supervisory, administrative and clerical duties with active service Coast Guard personnel in case of mobilization.

Eligibility: YN2 or above. Attendees must have successfully completed YN Basic. E-5s should be eligible to compete in the SWE within six months of the conclusion of this course.

YEOMAN BASIC (YN Bas)

Objective: To provide an introduction to the yeoman rating for those personnel who have had no prior formal training in this rating. This course will prepare the trainee with a basic foundation of yeoman duties and introduce the trainee to clerical duties that would be performed in the event of mobilization with active service Coast Guard personnel.

Eligibility: E-3 or YN3s. Senior YN petty officers new to the rating or desiring refresher training may attend.

*The following is the scheduled curricula and the reporting dates for the MK Adv course at RTC Yorktown during 1982.

23 MAY 1982	Oily Water Separation System and Maintenance, and Clayton Steam Generator/Flash Evaporator Operation and Maintenance
20 JUN 1982	Engineering Petty Officer Indoctrination and Engine Governors
05 JUL 1982	Refrigeration and Air Conditioning
18 JUL 1982	Refrigeration and Air Conditioning

**Reservists attending Reserve Recruiting Seminar (ResRecSem) offered during 1982 will attend the first two weeks of the three-week Regular Recruiter Training School at Governors Island instead of a Reserve-specific convening. Dates provided are those for the regular school.

Schedule of course convenings

y = RTC YORKTOWN VA
a = TRACEN ALAMEDA CA

p = TRACEN PETALUMA CA
cc = AIRSTA CAPE COD MA

g = TRACEN GOVERNORS ISLAND
c = PSSTA CONCORD CA

AtoN Maint	IT	OBM	PS Adv (cont.)	RUCC	SK Adv
07/11/82 g	05/23/82 g	10/12/81 y	06/06/82 y	07/18/82 y	07/18/82 y
	06/06/82 g	10/25/81 y	06/20/82 a	07/18/82 a	07/18/82 a
	06/20/82 a	11/08/81 y	06/20/82 y		08/15/82 a
BMAdv	07/05/82 g	11/22/81 y	07/18/82 a		
12/06/81 y	07/05/82 a	12/06/81 y	08/01/82 y	SAI	SK Bas
06/20/82 y	07/18/82 g	01/10/82 y	08/15/82 a	10/12/81 y	07/05/82 a
07/05/82 y	08/01/82 g	01/24/82 y		11/29/81 y	08/01/82 a
07/18/82 y	08/15/82 g	02/07/82 y	PS Bas	03/28/82 y	
08/01/82 a		02/21/82 y	01/17/82 y	05/23/82 y	
	MES I	03/07/82 y	03/28/82 y		SS Adv
BM Bas	01/10/82 y	04/04/82 y	06/06/82 a		07/05/82 y
05/23/82 y	05/23/82 y	04/18/82 y	07/05/82 y	SAR	
06/06/82 y	06/06/82 a	05/02/82 y	07/05/82 a	07/25/82 g	SS Int
07/18/82 a	06/20/82 a	05/16/82 y	07/18/82 y		06/20/82 y
	07/18/82 y	05/31/82 y	08/01/82 a	SBE	
DC Adv		06/27/82 y	08/15/82 y	10/25/81 a	SUSAR
07/05/82 g	MES II	07/11/82 y		05/09/82 y	10/25/81 a
	03/14/82 y	07/25/82 y	REBI	05/23/82 y	07/05/82 a
ELS	06/06/82 y	08/08/82 y	11/01/81 y	06/20/82 y	07/18/82 y
10/18/81 c	07/05/82 a	08/29/82 y	01/31/82 a	07/05/82 y	08/01/82 y
11/01/81 c	08/01/82 y	09/19/82 y	04/11/82 y	08/01/82 y	08/15/82 y
01/03/82 c		O & CLdr	06/06/82 y	08/15/82 y	
01/31/82 c	MK Adv	06/06/82 p	06/20/82 y		TAdm
02/28/82 c	05/23/82 y	06/20/82 y	07/11/82 p	SBO	08/01/82 a
04/04/82 c	06/06/82 a	07/18/82 y	08/01/82 y	10/04/81 y	08/01/82 y
05/02/82 c	06/20/82 a	08/08/82 p	08/15/82 y	11/15/81 y	08/15/82 y
06/06/82 c	07/05/82 y		Res Rec Sem	01/17/82 y	W & B
09/05/82 c	07/18/82 y	POLdr	10/04/81 g	01/17/82 a	03/14/82 a
EM Adv	09/12/82 a	05/23/82 y	11/01/81 g	01/31/82 y	03/28/82 a
07/05/82 g		06/06/82 p	01/24/82 g	02/15/82 y	07/18/82 a
07/18/82 g	MK Bas	06/06/82 y	03/21/82 g	02/28/82 a	08/01/82 a
	01/17/82 a	06/20/82 p	05/09/82 g	02/28/82 y	
HC	08/01/82 y	07/11/82 p	06/27/82 g	03/14/82 y	YN Adv
06/20/82 y	08/15/82 y	07/18/82 y		03/28/82 a	06/06/82 y
07/05/82 y	08/15/82 a	07/25/82 p	RM Adv	03/28/82 y	06/20/82 y
		08/01/82 y	06/20/82 p	04/25/82 a	06/20/82 a
HM Perf Tst	MRP	08/15/82 y	ROBI	04/25/82 y	
06/06/82 cc	to be announced	PS Adv	07/05/82 y	05/23/82 y	YN Bas
06/20/82 cc		11/29/81 y	07/18/82 y	06/06/82 a	06/06/82 a
07/05/82 cc		03/14/82 y		06/20/82 a	07/18/82 a
07/18/82 cc		05/23/82 y	RUA	08/29/82 y	08/01/82 a
08/01/82 cc			02/28/82 a	09/12/82 y	
08/15/82 cc			06/06/82 y		
			06/20/82 y		
			07/05/82 y		
			08/15/82 a		

MOBILIZATION PRIORITY AND COMPOSITION OF THE COAST GUARD RESERVE

PRIORITY FOR MOBILIZATION
(and peacetime disasters)

The Selected Reserve has highest priority for funds for training and equipment. Members are pre-ordered to fill highest priority early response mobilization billets and required to report within three days following a directed mobilization.

Most members of the IRR are needed to fill the remaining early response mobilization billets not filled by the Selected Reserve. Members are pre-ordered to fill these billets and required to report within 30 days following a directed mobilization.

Members of the Standby Reserve may be activated by the Secretary in time of war or national emergency declared by the Congress.

Members in the ISL and Retired Reserve may be activated in time of war or national emergency declared by Congress if sufficient numbers of Reserves in an active status are not available.

The Secretary concerned may order to active duty without the consent of the member:

- In time of war or national emergency declared by Congress, all Reservists -- Ready Reserves first.
- In time of national emergency declared by the President, not more than 1 million Ready Reserves for up to 24 months.

EXTENDED ACTIVE DUTY - Reservists serving on full time active duty.

SELECTED RESERVE - Reservists serving in a paid training status, specifically those assigned to Reserve units or groups with pay authorized and those undergoing initial active duty for training.

INDIVIDUAL READY RESERVE (IRR) - Reservists requiring no further training and those continuing training voluntarily in a non-paid status -- includes those assigned to:

ACTIVE STATUS POOL (ASP) - no training
ADMIN. RES. UNIT (ARU) - no training
CGRU, CGRESGRP, VTU, ISTU,
NROS, etc. - - - - non-paid training

ACTIVE STATUS - Non-paid, no training required, but can participate voluntarily in training to earn retirement points -- eligible for consideration for promotion.

INACTIVE STATUS (ISL) - Non-paid, cannot earn retirement points or be promoted -- officers only.

RETIRED WITH PAY (RET-1) After 20 or + years active duty or 20 or + years combined active duty and satisfactory inactive duty and attainment of age 60.
RETIRED WITHOUT PAY (RET-2) Qualified to receive retired pay but awaiting attainment of age 60.
RETIRED, NOT QUALIFIED TO RECEIVE RETIRED PAY (RET-3) "honorary" retirement based on wartime/emergency service and/or other service & age requirements.

- Other than during declared war or national emergency, when authorized by the President to augment active forces for any operational mission (not including serious natural or manmade disasters), not more than 50,000 Selected Reserves for not more than 90 days.
- During serious natural or manmade disasters, with approval of the President for emergency augmentation of the Regular CG, an unlimited number of CG Ready Reserves for not more than 14 or 30 days during any 4 or 12 month period, respectively.

Not normally included in Reserve strength totals since these members are already filling active service billets.

Can participate in training, earn retirement points, and are eligible for consideration for promotion. All except members of the Standby Reserve, Active Status, can be paid when authorized.

Cannot participate in training, cannot earn retirement points, and are not eligible for consideration for promotion.

DEPARTMENT OF TRANSPORTATION
U.S. COAST GUARD
WASHINGTON, D.C. 20593

THIRD CLASS



OFFICIAL BUSINESS
PENALTY FOR PRIVATE USE, \$300

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